

COLUSA COUNTY CHILDREN AND FAMILIES COMMISSION

Minutes of Public Meeting

May 13, 2003

The meeting of the Colusa County Children and Families Commission was called to order at 4:16 p.m. in the Morse Conference Room at the Colusa Library, 738 Market Street, Colusa, California. Commissioners Christy Scofield, Dolores Gomez, and Barbara Hankins were present, constituting a quorum. Commissioners Nancy Parriott and Nolan Gonzales did not attend the meeting.

Public attending the meeting: Charlette Lauppe.

Items discussed in accordance with the publicly posted agenda were as follows:

1. Approval of Minutes: April 8, 2003 Minutes of Public Meeting

Minutes were reviewed. Commissioner Gomez moved to approve the minutes with minor corrections as presented; motion seconded by Commissioner Hankins. The motion was passed unanimously by voice vote (3/0).

2. Review outstanding invoices and approve payment of expenses

A total of 14 invoices were presented for payment for a total of \$130,541.74 including the following grant award payments:

- Invoice in the amount of \$30,000.00 from Colusa County Library for the Book Buggy.
- Invoice in the amount of \$497.18 from Lakeshore Learning for Provider Retreat project.
- Invoice in the amount of \$6,964.56 from Lakeshore Learning for 11 Mini Grant purchases.
- Invoice in the amount of \$7,218.58 from Lakeshore Learning for 18 Mini Grant purchases.
- Invoice in the amount of \$771.82 from Kaplan Companies, Inc for 4 Mini Grant purchases.
- Invoice in the amount of \$4,548.77 from Kaplan Companies, Inc for 18 Mini Grant purchases.
- Invoice in the amount of \$43,966.00 from Colusa County Office of Education for Family Start.
- Invoice in the amount of \$20,268.28 from Pierce District for Family Action Center.
- Invoice in the amount of \$5,119.00 from Colusa County Department of Health and Human Services for H.U.G.S.

Commissioner Hankins moved to accept the financial report as presented and to approve payment of expenses as shown on the invoices; motion seconded by Commissioner Scofield. The motion was passed unanimously by voice vote (3/0).

3. Public comment and unscheduled matters

Commissioner Gomez expressed a thank you to the Commission for sending her to the First 5 California Fabulous Fours Statewide Conference in Orange County April 23, 24 & 25th. She said that the Conference was very well attended and that the networking opportunities were excellent. Commissioner Gomes said she was a presenter on the School Readiness Evaluation Pilot Panel

and felt that the Panel had offered support information to counties considering Family Resource Centers as a focus to deliver School Readiness services.

Commissioner Gomez reported that the Provider Retreat went off without any interruptions due to the unexpected snow. The event was well attended at the new location in Tahoe. She expressed thanks to the Commission for funding a Lakeshore Learning purchase of \$500.00 for training equipment & supplies to be given as incentives to providers attending the conference.

4. Review First 5 California Annual Report FY2001/2002

Ms. Lauppe provided copies of the First 5 California Annual Report FY2001/2002 for review by the Commission.

Commissioner Scofield moved to approve the First 5 California Report FY2001/2002 for distribution to the public for review; motion seconded by Commissioner Gomez. The motion was passed unanimously by voice vote (3/0).

5. Public Hearing for First 5 California Annual Report FY2001/2002

Commissioner Scofield opened the public hearing at 4:07 p.m. and asked for public comment on the First 5 California Annual Report FY2001/2002. Hearing none the meeting was closed at 4:08 p.m.

6. Family Action Center Third Quarter Report

Ms. Lauppe presented the Family Action Center 3rd Quarter Report and said that new public outreach activities are proving to be effective as numbers in classes and meetings continue to grow.

7. Mini Grant Update

Ms. Lauppe read a note from Patty Gonzalez stating the following:

I would like to update you on most of the mini grantees. They all are very excited when they receive their merchandise. They all tell me how nice it is to get as much help as possible so that the children can benefit from it. Just going to the provider's house gets me excited. To see how they transform their houses into a place where children can grow and learn. I was very surprised to see all of the different ways these providers accomplish that. I asked most of them how they got that far. Most of them responded "little by little". It is amazing to me. I thank the Commission for the opportunity in letting me be a part of this project. It is nice to see children grow in an environment that is nice and inviting for children. Thank you, Patty.

8. Approve Letter of Thanks to Colusa Indian Tribal Council

The Commission discussed the letter of thanks to the Colusa Indian Tribal Council and asked that the last paragraph include "children zero to 5 years old" to highlight the focus of Proposition 10 funding and the target of the Commission Strategic Plan goals. The Commissioners were unanimous in wanting to express their gratitude for the work the Tribal Council is doing to improve health services for Colusa County and especially for the families of children zero to 5 years old.

Commissioner Hankins moved to approve the letter of thanks to be sent to the Colusa Indian Tribal Council with additional language in the last paragraph to include "children zero to 5 years old" and to have Commissioner Scofield sign the letter for the whole Commission; motion seconded by Commissioner Gomez. The motion was passed unanimously by voice vote (3/0).

9. School Readiness Coordinator Agreement

Commissioner Hankins moved to approve the Agreement for Professional Services with the Colusa County Partnership to provide a School Readiness Coordinator from May 1, 2003 to June 30, 2003; motion seconded by Commissioner Gomez. The motion was passed unanimously by voice vote (3/0).

10. Universal Healthcare Insurance Program Research Project

Ms. Lauppe asked the Commission to consider joining with Yolo, Sutter, Yuba, El Dorado and Sacramento to hire a consultant to research Universal Healthcare and provide a report on the findings for rural counties in the Regional County Group. The consultant would be a shared cost between those counties in the Regional Group.

Commissioner Gomez moved to approve payment for a consultant to research and report to the Regional County Group on Universal Healthcare for rural counties not to exceed \$1,500.00; motion seconded by Commissioner Hankins. The motion was passed unanimously by voice vote (3/0).

11. First 5 Colusa 2003/2004 Annual Budget Draft

Ms. Lauppe presented the Fiscal Year 2003/2004 Budget-Projection to the Commission showing an increase in Mini Grant funding and a decrease in regular Grant funding. The Commission discussed that by decreasing the amount available for Grant funding for the coming year declines in revenue and loss of State Commission augmentations would have less impact on the overall program management of the Commission. The Mini Grant projects continue to be an effective use of funding and impacts the whole county. The final draft of the 2003/2004 budget will be placed on the June meeting agenda for approval.

12. Report from Executive Director

Charlette Lauppe presented a written Executive Director report.

13. Adjournment

The meeting was adjourned at 5:10 p.m.

The next meeting will be held on Tuesday, June 10, 2003 from 3:30 – 5:00 p.m.

Minutes prepared by Charlette Lauppe, Executive Director to the Commission.

Attachment A: May 13, 2003 Financial packet of 14 Invoices

Attachment B: Revised Quarterly Balance Sheet

Attachment C: Chapter 4, Page 13 of the CCFC Annual Report FY2001/2002

Attachment D: Family Action Center 3rd Quarter Report

Attachment E: Patty Gonzalez Mini Grant Report Comments

Attachment F: Letter of Thanks to Colusa Indian Community Council

Attachment G: Agreement for Professional Services with Colusa County Partnership (S.R.)

Attachment H: First 5 Colusa 2003/2004 Annual Budget Draft

Attachment I: May 13, 2003 Executive Director's Report